

EVENT NAME

The Great Elko Italian Festival

EVENT LOCATION

Virginia Street between 2nd - 5th Street
East Trench Plaza

EVENT DATES AND TIMES

Setup Date	<u>10/10/14</u>	Setup Start Time	<u>9 AM</u>
Event Start Date	<u>10/11/14</u>	Event End Date	<u>10/12/14</u>
Daily Event Start Time	<u>10 AM</u>	Daily Event End Time	<u>Sat 7pm / Sun 6pm</u>
Dismantle Date	<u>10/13/14</u>	Dismantle End Time	<u>8 AM</u>

EVENT DESCRIPTION

(To be included on the City of Reno's Website Special Events Calendar – maximum of 275 characters)

Outside Street Festival featuring Italian music
Food, Entertainment, spaghetti sauce competition,
Grape Stomp, Crafts

ON SITE CONTACT

Julia Taylor

ON SITE NUMBER

351-6347

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief. I have read, understand and agree to abide by the rules and regulations governing the proposed Special Activity or Event under the Reno Municipal Code. I understand that this application is made subject to the rules and regulations established by the City Council and/or the City Manager or the City Manager's designee. I agree to comply with all other requirements of the City, County, State, Federal Government, and any other applicable entity which may pertain to the use of the event venue and the conduct of the event. I agree to abide by all rules, regulations and permit conditions and further certify that I, on behalf of the Host Organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any cost and fees that may be incurred by or on behalf of the event to the City of Reno. Such City Services may include, but are not limited to, Police, Fire, Public Works, Parks and Recreation, Business License and/or other necessary services provided by the City of Reno.

Indemnification of the City of Reno. By signing this application the applicant, and any organization the applicant represents, agrees to indemnify, defend and hold harmless the City and its officers, agents and employees (collectively "Indemnitees") from and against any claim, loss, damage, injury, death and liability of every kind, nature and description (including without limitation, incidental and consequential damages, court costs, attorneys' fees and costs of investigation) that arise directly or indirectly, in whole or in part, from or relating to any conduct of the applicant or the applicant's principals, agents, employees, subcontractors, vendors or invitees pursuant to any permit issued pursuant to this application. City does not waive, and specifically reserves, all of its statutory and common law defenses, including all protections under NRS Chapter 41.

EVENT COORDINATOR'S SIGNATURE

EVENT COORDINATOR'S NAME

Julia Taylor
Julia Taylor

TYPE OF EVENT

See FAQ for clarification of event types

- ☐ Special Activity
☐ Special Event – Parks
☒ Special Events – Street / Sidewalk Occupancy

EVENT WILL INCLUDE

(check all that apply)

- ☒ Amplified Sound/Multimedia
Attachment A Required
☒ Street/Sidewalk Occupancy
Attachment B Required
☒ Alcohol Service
Attachment C Required
☒ Vendors/Exhibitors
Attachment D Required
☐ Privileged Sales
Attachment E Required
☐ Event Set-Up
Attachment F Required
☐ Park Usage
Attachment G Required
☒ Food/Beverage Service
Contact Washoe County Environmental Health Services (775) 328-2620

This application alone does not authorize a Special Activity or Event. Application must be reviewed by all necessary departments prior to permit issuance. Permit must be on-site during the event and must be shown, upon demand, to any member of the City of Reno Police, Fire, Public Works, Parks and Recreation, Business License Department(s) or City Manager's Office.

HOST ORGANIZATION ELDOADO Hotel Casino EVENT COORDINATOR Jelita Taylor
 MAILING ADDRESS 345 N. Virginia St CITY/STATE/ZIP Reno, NV 89501
 DAYTIME PHONE 185-8505 CELL PHONE 351-6347 FAX 954-4065
 WEBSITE ELDOADORENO.COM EMAIL ADDRESS taylorj@eldoradoreno.com
 ONSITE CONTACT Jelita Taylor CELL PHONE 351-6347
 PUBLIC CONTACT Jade Jen Eastwood DAYTIME PHONE 186-5700 x 7238
 FEDERAL TAX ID _____

☐ HOST ORGANIZATION IS NON-PROFIT
 Proof of current non-profit status must be included with application.

ANTICIPATED ATTENDANCE: DAILY 15,000 TOTAL 30,000

☒ OPEN TO THE PUBLIC
 ☐ ADMISSION WILL BE CHARGED \$ _____

↓ FOR CITY OF RENO OFFICE USE ONLY ↓				
Application Processing Fee* 0-49 Vendors	<input checked="" type="checkbox"/> \$103.00	103		SE 10/10/18
Application Processing Fee* 50+ Vendors	<input type="checkbox"/> \$258.00		DATE ENTERED	02/10/19
Temporary Vendor Business License	<input type="checkbox"/> \$ 15.00 x _____		FAX TO	
Temporary Alcohol Permit, 1 Booth/Day	<input type="checkbox"/> \$ 55.00 x _____			<input type="checkbox"/> Fire
Temporary Alcohol Permit, Add'l Booth/Day	<input type="checkbox"/> \$ 22.00 x _____			<input type="checkbox"/> Zoning
Fire Inspection	<input checked="" type="checkbox"/> \$111.00	111		<input type="checkbox"/> Health
Additional Fire Permits	<input type="checkbox"/> TBD Refer to "FD" Section		<input type="checkbox"/> Complete <input type="checkbox"/> Incomplete	
City Service Fee	<input type="checkbox"/> TBD Actual Cost of City Services		Reason Incomplete:	
Late Fee	<input type="checkbox"/> TBD Refer to Reno Municipal Code			
Application fees must be paid at the time the application is submitted and are not refundable under any circumstances				
TOTAL FEES		TBD		
TOTAL PAID		241 - 2414 #315830	INITIALS	DO

3. Additional Information:

Will you be using any of the following? Check all that apply:

- | | | |
|--|---|---|
| <input type="checkbox"/> Flammable or compressed gases | <input type="checkbox"/> Exit obstructions | <input type="checkbox"/> Dust or spark production |
| <input type="checkbox"/> Fire lane or hydrant obstruction | <input checked="" type="checkbox"/> Temporary electrical wiring | <input type="checkbox"/> Bleachers |
| <input checked="" type="checkbox"/> Cooking vendors | <input type="checkbox"/> Indoor vehicle display | <input checked="" type="checkbox"/> Loose seats/chairs over 200 |
| <input type="checkbox"/> Fenced area or building to be occupied by 50 or more people | | |

Separate Permit Requirements:

One or more of the following activities (\$85)

☐ **Open flame devices**

Open flame devices include decorative devices, cooking devices, and theatrical open flame performances.

☐ **Canopies in excess of 400 square feet**

Canopy – A structure, enclosure, or shelter constructed of fabric or pliable material supported by any manner except by air or the contents that it protects, and is open without sidewalls or drops on 75 percent or more of the perimeter.

☐ **Tents in excess of 200 square feet**

Tent – A structure, enclosure or shelter constructed of fabric or pliable material supported by any manner except by air or the contents that it protects.

☐ **Indoor demonstration cooking**

Pyrotechnic activity (\$225)

☐ **Pyrotechnics**

Pyrotechnic composition – A chemical mixture that produces visible light displays or sounds through a self-propagating, heat-releasing chemical reaction which is initiated by ignition.

For Additional Information Contact:

Reno Fire Department

775-334-2300

775-334-3826 FAX

RFDSpecialEvents@reno.gov

DISPOSAL AND RECYCLING PLAN

Will you be using existing, City-owned trash receptacles at your event?

☒ Yes.

Note that you will be required to empty these receptacles frequently throughout the course of your event. Plastic bags must be used to line the trash receptacles. City staff will not service the receptacles during your event, other than during activities designated as Special Event – Parks.

☐ No.

Describe refuse removal plan:

Other than during Special Event – Parks, event organizers are required to manage recycling at all Reno Special Events (Park Staff manages recycling at Special Events – Parks).

Method and types of recyclable material collection:

☒ cans

☒ plastic bottles

☐ paper materials

☐ cardboard

☐ other

Describe recycling plan if event is not taking place in a City park:

we will place recycling bins throughout the Festival for plastic bottles and cans.

How will you promote recycling at your event?

see above

SPECIAL EVENT & ACTIVITY PERMIT APPLICATION ATTACHMENT D

VENDOR AND EXHIBITOR INFORMATION

Please submit an initial vendor list with application.

A final list of vendors and exhibitors is due at least fifteen (15) days prior to the activity/event.

A vendor is any business, enterprise, trade, occupation, calling, profession, vocation, or activity engaged in, conducted or carried on by any person, his agent or employee for the purpose of direct or indirect gain, benefit or advantage within the city. This includes, but is not limited to the sale of goods, services, food and beverages or the disbursement of flyers, samples or other advertising materials.

As the Event/Activity Organizer, I understand it is my responsibility to:

- Collect and submit all State or other entity-required, taxes and fees.
- Ensure all vendors and exhibitors have a valid annual City of Reno business license, OR
- Pay for temporary licensing fees for unlicensed vendors and exhibitors.
- Ensure that all food and/or beverage vendors obtain and display special food vending permits from the Washoe County Health Department.*

**Note: Food permit applications can be obtained from the Washoe County Health Department, Environmental Services. More information on food vending permits may be obtained by calling 775.328.2620.*

Event Name Great Eldorado Italian Festival Event Date 10/11-12/2014
Number of Vendors/Exhibitors 40

Use the following page (and additional pages if necessary) to indicate the vendors/exhibitors participating in your activity.

- Food and beverage vendors, vendors selling merchandise and all exhibitors who will be advertising need to be listed.
- Individual non-profit vendors/exhibitors that will be present also need to be listed; however, if proof of their non-profit status is included, then temporary vendor fees will not apply.

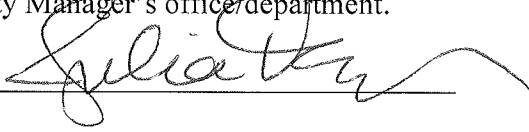
SPECIAL EVENT & ACTIVITY PERMIT APPLICATION ATTACHMENT A

CITY OF RENO SOUND AMPLIFICATION/MULTIMEDIA PERMIT

- Amplified sound/multimedia is permitted at Special Events and Special Activities only with a Sound Amplification Permit.
- It is the policy of the City of Reno to allow amplified sound/multimedia between the hours of 8:00 a.m. and 10:00 p.m. or after a park closing hour, whichever occurs first. The decibel range will be no louder than 75 decibels at the outermost boundaries of the event.
- Per Reno Municipal Code (RMC) Section 8.23.085: It shall be unlawful to use sound amplification devices or sound equipment in any parks and recreation facilities in excess of 50 decibels measured within 50 feet from the location of the sound amplification device or sound equipment, without first obtaining a permit in accordance with RMC section 8.23.075. Even with a permit, sound amplification device or sound equipment shall not exceed 75 decibels at the boundaries of the permitted area. Violation of this section is a misdemeanor.
- The City of Reno encourages event organizers to ensure that amplified sound/multimedia content is family-friendly, particularly at outdoor events held on public property.

Event Name Great ELDOADO Italian Fest. Event Date 10/11-12/2014
Time Start 10 AM Time End 7pm
Type of Event Outside Festival open to Public
Event Location Virginia St, 2ND - 5TH street, East Trench
Type of Amplification or Multimedia Voice/Speech Live Music (Band)
DJ/Music/Karaoke Other

- By filing this permit I agree to take all steps reasonably necessary to resolve complaints about my use of amplified sound / multimedia and to ensure compliance with the provisions of the Ordinance.
- The applicant and this permit must be in the immediate area of the sound amplifying equipment during any testing or use.
- This permit does not grant permission to disturb the peace or violate RMC 8.12.020 or 8.23.085.
- This permit must be in the possession of the person operating the sound amplification/multimedia equipment and must be shown, upon demand, to any member of the City of Reno Police, Fire, Public Works, Parks and Recreation, Business License or City Manager's office/department.
- This permit does not authorize a Special Activity or Event.

Signature of Applicant 

Approved by _____

SPECIAL EVENT & ACTIVITY PERMIT APPLICATION

ATTACHMENT B

ROUTE MAP/USE OF PUBLIC RIGHT-OF-WAY

*For purposes of this application, Public Right-Of-Way is defined as
any public street, road, sidewalk, bridge, alley or other pathway used for vehicular and/or pedestrian passage.*

If your event is a parade, procession, foot race or involves any other type of moving route, please provide a detailed route map indicating the start and finish locations, direction of travel and any aid stations or other setup along the route.

Please note that event signs, posters, flags or other materials may NOT be hung from, attached, or otherwise affixed to any permanent public sign, post, fixture or to any temporary sign, barricade, or other type of equipment placed or provided by the City of Reno to close a street, provide a secure event perimeter, or otherwise accommodate the event.

STREET CLOSURES OR RESTRICTIONS

Applications requesting a street closure or restriction must be submitted at least 90 days prior to the date of the event.

Please indicate any of the following street locations your event will involve by selecting as many of the below that apply:

VIRGINIA STREET	Closure Date & Time	Re-Open Date & Time	OTHER DOWNTOWN STREETS	Cross Street	Cross Street	Closure Date & Time	Re-Open Date & Time
Liberty St to Ryland St			Arlington Ave	from	to		
Ryland St to Pine St			Lake St	from	to		
Pine St to Court St			Wells Ave	from	to		
Court/State St to Mill St			Center St	from	to		
Mill St to First St			Sierra St	from	to		
First St to Second St			First St	from	to		
Second St to Commercial Row	10/10@9AM	10/13-8A	Second St	from	to		
Commercial Row to Third St	10/10@9AM	10/13-8A	Commercial Row	from	Sierra	Center 10/10-9A	10/13-8A
Third St to Plaza St	10/10@9A	10/13-8A	Third St	from	Sierra	Virginia 10/10-9A	10/13-8A
Plaza St to Fourth St	10/10@9A	10/13-8A	Plaza St	from	Virginia	Center 10/10-9A	10/13-8A
Fourth St to Fifth St	10/10@9A	10/13-8A	Fourth St	from	Sierra	Center 10/10-9A	10/13-8A
Fifth St to Sixth St			Fifth St	from	to		
			Sixth St	from	to		

If your event involves a location other than or in addition to those listed on the previous page, select the right- of-way impediment(s) that applies to your event.

☐ One-block street closure Location: _____ Date(s)/Time(s): _____

☐ Lane closure Location (incl direction): _____ Date(s)/Time(s): _____

☐ Sidewalk occupancy Location: _____ Date(s)/Time(s): _____

☐ Other closure or use of public right-of-way (describe): _____ Date(s)/Time(s): _____

☒ ReTRAC Plaza*– East (between Sierra St & Virginia St) Date(s)/Time(s): ** For Set up **
10/16/2014 @ 8 AM

☐ ReTRAC Plaza*– West (between West St & Sierra St) Date(s)/Time(s): _____

**Maximum uniform load is 125 pounds per square foot.*

STREET CLOSURE PRESS RELEASE

If your event involves a street or sidewalk closure or restriction of any kind, you must prepare and attach to this permit application a draft press release indicating which streets will be impacted, for what days and times and suggested alternate routes. This release must have a contact name and phone number should the media require additional information.

PARKING / SHUTTLE

While special events are a benefit to local residents, they can also severely impact traffic, parking and disrupt citizens' ability to travel around their hometown.

How do you intend to lessen the impact of your event (traffic/parking) on local businesses and residents?

Sierra and Center Streets are still open for north/south bound traffic. ELDO/SL as well as other downtown casinos have parking garages available for the public.

Where will event participants park?

*In the ELDO parking garage -
* REQ - Commercial Row Parking Spaces blocked off for some vendor parking.*

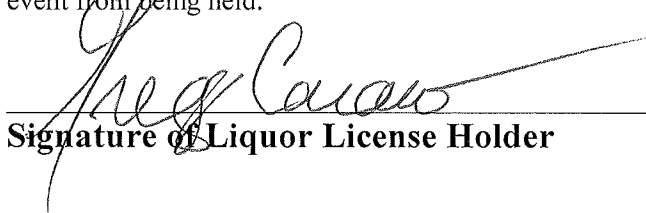
**SPECIAL EVENT & ACTIVITY PERMIT APPLICATION
ATTACHMENT C**

SPECIAL ACTIVITY/EVENT ALCOHOL SERVICE PERMIT

Application Date: 2/4/2014 Event Date: 10/11-12/2014 Name of Event: Great ELDOADO Italian Festival
Event Location(s): Virginia St, 2-5th Streets East Liquor License Name/Number ELDOADO
Trach

ALCOHOL/VENUE SERVICE REQUIREMENTS

1. Outdoor alcohol sales/service is limited to beer, wine and commercially premixed beverages only. On-site mixing of beverages containing hard liquor/spirits is prohibited at events held on City of Reno property.
2. For events held on City of Reno property, all alcoholic beverages will be served in plastic or paper containers that do not exceed 16 oz. **Alcohol vendor must keep any glass containers that are used in their booth space and must recycle them properly at the end of the event.**
3. For events held in downtown Reno, all alcoholic beverages will be served in custom plastic or paper containers that do not exceed 16 oz. and have the event logo and date imprinted on them. Wristbands must be issued after proof of age is checked.
4. Alcohol sales, consumption and possession will be restricted within a defined and designated Special Event or Activity Area. A sober responsible adult of at least 21 years of age will be assigned to each alcohol sales or distribution point. Security and/or Event Personnel are responsible for checking the identification of patrons to ensure alcoholic beverages are not sold or furnished to minors or grossly intoxicated person(s). Security personnel will be posted at the entrance(s) and exit(s) to the defined alcohol venue to control the activity as described above.
5. A method of defining the boundaries of the designated alcohol zone is required. The purpose of defining the alcohol zone is to restrict the possession and consumption of alcohol to a defined area for participants, vendors and the public. Alcohol zone boundaries can be established via the creation of "beer gardens" or other clearly defined event boundaries. Event alcohol boundaries may be delineated by the usage of fencing, steelcades, barricades, signage, or security personnel as approved by the committee. Posting of signage indicating "**No Alcohol Beyond This Point**" or similar wording is required.
6. Alcohol sales will cease one (1) hour prior to the scheduled daily end time of the event.
7. It is understood that it is a violation of this special event alcohol permit if minors are in possession of alcohol, sales of alcohol to minors occur, and/or gross intoxication of participants is permitted, and/or operations are conducted without proper licensing. The Police, Fire, Public Works, Parks and Recreation and Business License Departments, the City Manager and/or his designee may direct that all alcohol sales within the event be terminated for the remainder of the event or other corrective action be taken, as deemed necessary.
8. Any changes or additions to the conditions above will only be made in writing, and agreed to by both parties in advance of the event.
9. If applicant(s) fails to comply with all local laws, terms and conditions of this agreement, the City may terminate the alcohol sales/service and/or prohibit the event from being held.


Signature of Liquor License Holder

2/4/2014
Date

5th Street Open

